



## Satisfactory Academic Progress for Federal Student Aid (Grants, Loans, Work-Study)

Satisfactory Academic Progress (SAP) is the process used to determine if a student is making acceptable progress toward a degree or certificate. A student's failure to meet any of the three SAP standards may result in loss of federal aid eligibility.

### Satisfactory Academic Progress Standards

#### 1. Cumulative Grade Point Average (GPA):

- a. Students must maintain certain Grade Point Average requirements based on all cumulative credit hours.
- b. All students, whether attending full-time or part-time, must have a 2.0 GPA by the end of the second year.
- c. All courses removed through academic amnesty (Fresh Start) will be counted in GPA.
- d. All courses taken, including remedial, will be counted in GPA.

#### 2. Pace (Attempted Credit hours):

- a. Students must complete with a passing grade at least two-thirds (66%) of all cumulative attempted credit hours.
- b. The following grades are not considered passing grades: F, W, I.
- c. Transfer credits are counted as both attempted and completed courses.
- d. All courses removed through academic amnesty (Fresh Start) will be counted in pace.
- e. Federal aid will only cover courses required in your program of study. However, all courses taken will be counted toward your pace.

#### 3. Maximum Time Frame:

- a. Students may attempt a maximum of 150% of the published credit hours for their current program.

##### Example:

If the program requires 60 credit hours to complete, the student may attempt 90 credit hours in this program. After 90 credit hours the student is no longer eligible for federal aid.

- b. SAP includes all courses the student has attempted at SUNY Erie, whether or not Title IV aid was received. SAP also includes all credits transferred from other colleges.

#### *Associate Degree*

Associate degree programs will be evaluated **once per year**, at the end of the Spring semester, or Summer if enrolled.

Degree Credit Hours Attempted	9-24	25-47	48-96
Minimum Pace	66%	66%	67%
Minimum Cumulative GPA	1.5	1.75	2.0

### ***Certificate Program***

Certificate programs will be evaluated at the end of every period of enrollment (Fall, Spring, Summer).

Degree Credit Hours Attempted	9-24	25-45
Minimum Pace	66%	67%
Minimum Cumulative GPA	1.5	2.0

### **Loss of Eligibility**

Students who fail to meet the requirements are no longer eligible for federal aid.

### **SAP Appeals Process**

A student can appeal the loss of federal financial aid if mitigating circumstances occurred during the term in which the student failed to meet SAP requirements.

The appeal **must** indicate the reasons for unsatisfactory achievement, how those circumstances are now resolved, and plans for improvement.

If the appeal is approved, the student will be placed on Probation. At the end of the probation period the student must meet SAP or Academic Plan requirements. Failure to do so will result in loss of federal aid at SUNY Erie.

SAP Appeals deadline:

Fall semester	November 15
Spring semester	March 15
Summer	July 15

### **Academic Plan Requirements**

A student may be considered for an Academic Plan if the following requirements are met during the probationary semester:

- a. Completed all courses with a passing grade. The following grades are not considered passing grades: F, W, I.
- b. Semester GPA is at least a 2.0

Students placed on an Academic Plan must meet these requirements each semester until they are back in compliance with SAP standards. Failure to do so will result in loss of federal aid at SUNY Erie.

### **Reestablishing aid eligibility**

A student may take courses without federal aid in order to meet SAP standards.

### **Academic Amnesty (Fresh Start)**

The federal aid programs make no provision for the concept of academic amnesty. A school must always include all courses taken when evaluating SAP, regardless of when they were taken.

### **Completed program, no degree**

Federal aid covers only courses required for a student's program of study. Once these requirements are met the student is no longer eligible for federal aid.

### **Developmental Courses**

Students may attempt a maximum of 30 credit hours of developmental courses.

Developmental coursework is not counted toward pace.

### **Incomplete Grades (I)**

Incomplete grades in any class will be counted as attempted credits; however, they will not be counted toward completed credit hours. When the incomplete is changed to a letter grade, it will be counted toward completed hours. The student must notify the Office of Financial Aid of the grade change and request SAP recalculation.

### **Repeat Courses**

Students may retake of any previously passed course once. Failed courses may be retaken until passed. All attempts will be included in pace.